

Financial Assistance Award

DENALI COMMISSION
510 L Street, Suite 410
Anchorage, Alaska 99501
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www.denali.gov

Award Number

01158-00

Award Title

Gustavus Transient Vessel Mooring Facility

Performance Period

June 1, 2009 through December 31, 2010

Recipient Organization & Address

Department of Transportation
PO BOX 112500
3132 CHANNEL DRIVE SUITE 200
Juneau, AK 99811-2500

Authority

112 Stat 1854

CFDA Number

90.100

Phone: (907) 465-2065**Recipient DUNS # 617616495**

TIN # 926001185

Cost Share Distribution Table

Accounting Code	New Funding		Prior Period Funding		Total
	Denali Commission	Other Contributors	Denali Commission	Other Contributors	
95670000AL	\$739,131.00		\$0.00		\$739,131.00
SOA GF Funding	\$73,369.00		\$0.00		\$73,369.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
Ferry Boat Discretionary Fund		\$950,000.00		\$0.00	\$950,000.00
Local Match		\$237,500.00		\$0.00	\$237,500.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
Total	\$812,500.00	\$1,187,500.00	\$0.00	\$0.00	\$2,000,000.00

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission constitutes an obligation of federal funding.

Award Conditions to the Financial Assistance Award Between the Denali Commission and Alaska Department of Transportation & Public Facilities For Gustavus Transient Vessel Mooring Facility - Award No. 01158

Continued on the following pages

Signature of Authorized Official - Denali Commission

Electronically Signed

Typed Name and Title

George Cannelos
Federal Co-Chair

Date

08/10/2009

AWARD ATTACHMENTS

Department of Transportation

01158-00

1. Gustavus Transient Vessel Mooring Facility - Award Conditions

***Award Conditions to the Financial Assistance Award
Between the Denali Commission and
Alaska Department of Transportation & Public Facilities
For Gustavus Transient Vessel Mooring Facility
Award No. 01158***

1. Scope of Work

The Denali Commission is providing \$739,131 in Section FY09 FHWA Section 1934 SAFETEA-LU funds to the Alaska Department of Transportation & Public Facilities (DOT&PF) for the subject project. Other contributing funds include a \$950,000 Ferry Boat Discretionary Program federal grant; Local Match \$237,500 and \$73,369 in State General Funds appropriated for Denali Commission Transportation projects under SB53, Chapter 30 SLA07, Section 50, 34c to the DOT&PF for the subject project. Denali Commission funds and contributing funds will be managed by the DOT&PF.

This project includes construction of a transient vessel mooring facility adjacent to the new dock and trestle facility.

The transient vessel mooring facility is part of a multi-phase replacement of the existing dock and trestle facility that will enhance the transient mooring facilities, increase small boat capacity, and will modernize the facility. There are two main components of this facility which are a breakwater float and a timber mooring float. The breakwater float will increase mooring capacity for smaller boats and skiffs, while providing improved protection from Icy Passage's strong seas. The timber mooring float further increases mooring capacity and further capitalizes on the protection provided by the breakwater structure.

The new facility will increase operational safety, reduce maintenance costs, provide expanded capacity, and increase small cargo capacity.

Project performance shall be monitored and measured on a quarterly basis using the documentation of record (project nomination) as a reference point, making updates as necessary. The following items shall be monitored and reported in the narrative of the quarterly report:

1. Improves pedestrian and vehicular safety
2. Reduces maintenance costs
3. Improves access to fuel and freight
4. Improves intermodal connections
5. Reduces dust and other airborne contaminants

The project sponsor (Recipient) has demonstrated the administrative capability for managing Denali Commission funds, as documented by the Denali Commission Transportation Program Manager (Manager) and retained in the subject award file. Denali Commission, in consultation with the Federal Highway Administration, Alaska

Division (FHWA) will provide financial management and project development technical assistance throughout the project to assist in successful project execution.

All payments for design and/or construction tasks associated with the subject project are on a reimbursable payment basis.

Contractual and consulting services used in this project shall be procured in an open and fair competitive manner, consistent with the Federal Acquisition Requirements (FARS) and other applicable federal law.

Contractual services procured through sole-source contracts, or through processes that do not meet the FAR and/or Title 23 requirements, will not be eligible for Denali Commission funding.

Prior to starting the competitive-bid process for design engineering and/or construction management services, the Recipient will meet in a pre-bid meeting with the Manager to review the procurement process.

The Manager, in consultation with FHWA, will work with the Recipient to develop a procurement process applicable to project conditions. The Manager will approve the procurement process prior to advertising for design engineering and/or construction management services.

Subsequent to the successful award of a design engineering and/or construction management contract, the Recipient, the successful firm and the Manager will conduct a post-award meeting to review FHWA requirements associated with the contract tasks.

DESIGN

Design development and management will begin with a competitive bid process for design engineering services that meets Title 23 USC requirements, including advertising in regional and statewide publications. Prior to advertising, the project sponsor will submit the procurement process and advertising package to the Manager for approval. Subsequent to selection, the Recipient will conduct a post-award meeting as outlined in the paragraph above.

A selected design-qualified engineering firm will execute tasks and develop products including, the National Environmental Policy Act (NEPA), design, utilities, and Right of Way approvals, including the Buy America Steel program, appropriate for Title 23 USC requirements and site conditions. The Manager, in consultation with FHWA will conduct subsequent product reviews and approvals as needed. If the project is funded for and scheduled for construction, the engineering firm will prepare construction bid documents for review and approval, and will execute subsequent advertising, selection and negotiation tasks for the Recipient.

CONSTRUCTION

Construction Management will be accomplished through a qualified construction management firm, selected by the Recipient through a competitive bid process compatible with Title 23 USC requirements. Prior to advertising, the project sponsor will submit the procurement process and advertising package to the Manager for approval.

If construction bid documents are not in place for the Denali Commission funded project, the selected engineering firm will prepare construction bid documents for approval, and will execute subsequent advertising, selection and negotiation tasks for the Recipient.

The Recipient, through the selected engineering firm, will execute construction under Davis-Bacon wage requirements and in accordance with the project's approved NEPA environmental documents, Corps of Engineers permits, and other federal, state and local permits.

The Recipient owns the facility and will ensure a clear Right of Way adequate for construction. The approved environmental and Right of Way documents will be retained in the project's file at Denali Commission. The Recipient is responsible for ongoing maintenance after construction is complete.

All Commission funding is intended for use for the scope of work identified in the Award document only. Any balance of funds remaining after the full scope of work has been completed will be returned to the Denali Commission.

2. *Milestones*

The following milestones are identified as the major steps to be completed as part of the project. "Planned" dates for the first milestone are included here. As part of each progress report, recipients shall update the progress toward meeting these milestones (see section 7, Reporting).

Milestone	Planned		Actual		Units	Total Cost At Completion
	Start Date	End Date	Start Date	End Date		
Construction	06/01/2009	12/31/2010			0	\$0.00
Project Close-out	01/01/2011	03/31/2011			0	\$0.00

3. *Award Performance Period*

The Award performance period is June 1, 2009 through December 31, 2010. This is the period during which Award recipients can incur obligations or costs against this Award.

4. Direct and Indirect Costs

Direct costs associated with the Gustavus Transient Vessel Mooring Facility project are allowed under the Memorandum of Agreement (MOA) between Denali Commission and DOT&PF. Indirect costs, established through the DOT&PF Indirect Cost Allocation Plan (ICAP), are allowed as established by DOT&PF and approved by FHWA for Title 23 funds. The Denali Commission recognizes that these rates fluctuate each fiscal year and therefore retains the ICAP on file for reference. Please refer to the cost principles regulations for specific details on other allowable charges under this Award.

5. Budget and Program Revisions

The Administrative Circular, OMB A-102, applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that the DOT&PF will inform the Commission in writing (e-mail, letter, or report) at the earliest possible date of any unanticipated project cost overrun, project schedule delays, or changes in the project scope or changed site conditions.

6. Payments

Payments under this Award will be made by electronic transfer in response to a "Request for Advance or Reimbursement", Standard Form 270 (SF-270) submitted by DOT&PF. Requests for advances or reimbursements may be made at the end of each quarter or as needed. The SF-270 must be submitted to the Denali Commission via fax, e-mail (finance@denali.gov) or mail in order for payment to be processed. The form is available on the OMB website: http://www.whitehouse.gov/OMB/grants/grants_forms.html. Payments shall be made in accordance with OMB A-102. Please contact the Denali Commission's Finance Manager at (907) 271-1414 for further information about submitting this form. **No interest will be accrued on these funds.**

Please submit two SF-270s when requesting reimbursements; one for the Federal funding source and one for the State of Alaska General Funds match source.

On the 270s, please split the request for payment using the following formula:

1. 90.97% (Federal portion)
2. 9.03% (State portion)

7. Reporting

Two forms of project reporting are required under this Award, listed below. The DOT&PF shall submit reports using the Denali Commission's on-line Project Database System, available at www.denali.gov. If there are technical limitations which may prevent the recipient from meeting this requirement, please contact the Program Manager listed in this agreement.

- a. **Progress Reports** shall be submitted on a quarterly basis. The first reporting period is June 1, 2009 through September 30, 2009, and quarterly thereafter. Reports are due within 30 days of the end of the reporting period. Progress reports shall include the following:
- i. Total project funding, including both Denali Commission funding and other project funding sources.
 - ii. The total project expenditures for the project as of the end of the reporting period, including both Denali Commission and Other funding sources.
 - iii. Updated schedule and milestone information as identified in the Scope of Work
 - iv. Narrative summary of the project status and accomplishments to date, and address the following questions: is the project on schedule, is the project on budget, and what actions are planned to address any project problems.
 - v. Photographic documentation of project progress shall be provided with the progress reports for active construction projects. The photo documentation shall include a minimum of three, dated photos per reporting period such that a complete record of the construction is maintained over time, from “before,” showing the situation before the start of construction, to “during” showing work proceeding on the project, and “after” to show the finished project. Photos shall be provided in a digital format as part of the on-line report. A short description of the activity and names of those in the photos shall also be provided.
- b. **Federal Single Audits** shall be submitted annually, when required. In accordance with OMB Circular A-133, which requires [subpart 200] “Non-Federal entities that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of this part [subpart 205]. The determination of when an award is expended should be based on when the activity related to the award occurs.”

Recipients shall also submit single audits to the Federal Clearinghouse as designated by OMB. Information can be found on the following web-site:

<http://harvester.census.gov/sac/>

In addition to reporting quarterly, the DOT&PF shall meet twice annually with the Commission to report lessons learned and project status. These meetings shall include community participation.

8. *Project/Award Close-Out*

The project close-out report shall be completed within 90 days of the end of the Award performance period or within 90 days of the completion of the project, whichever is

earlier. Recipients must also draw down any remaining funds for expenditures incurred under this award during this 90-day period.

The project close-out report shall be submitted on-line through the Denali Commission's on-line Project Database System, available at www.denali.gov. The project close out will require the recipient to submit the following information:

- a. Final data for each item listed in paragraph 7(a) "Progress Reports"
- b. Final project expenditures itemized by the following categories: planning & design; materials & equipment; freight; labor; project administration/overhead and other expenses.
- c. Acknowledgement of support: For all construction projects, the Award recipient shall display a sign that acknowledges the Government's support for the project(s) developed under this Award. The Commission will provide an appropriate sign. The Award recipient must request an indoor and/or an outdoor sign from the Commission office. Pickup or delivery of the sign can be arranged at that time.

9. Public Policy Laws and Assurances

Award Recipients are required to comply with the public policy laws and assurances on Standard Forms SF 424d (construction projects). This form must also be signed by a certifying official of the organization.

The attached Federal Highway Administration Form 47 is also required for reporting on construction phase activities funding under CFR Title 23 regulations. Some of the laws are highlighted below for your reference.

To the maximum extent practicable, considering applicable laws, Funding Recipients shall accomplish the project contemplated by the Award using local Alaska firms and labor.

No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

Project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required for each project undertaken with Denali Commission funds.

10. Non-Compliance with Award Conditions

Recipients not in compliance with the terms and conditions of this Financial Assistance Award will be notified by the Denali Commission. The Denali Commission will work with the recipient to identify the steps necessary to bring them back into compliance, and will establish an appropriate time frame for the corrections to be made. If the corrections

have not been made by the deadline, the Denali Commission reserves the right to either suspend or unilaterally terminate the Financial Assistance Award for non-performance.

11. Program Manager, Financial Manager & Other Contact Information

Denali Commission	DOT&PF
Mr. Mike McKinnon Transportation Program Manager 510 "L" Street, Suite 410 Anchorage, AK 99501 Phone: 907-523-9877 Fax: 907-271-1415 E-mail: mgmckinnon@gci.net	Mr. Jim Petropulos, Chief Project Manager P.O. Box 112506 Juneau, Alaska 99811-2506 Phone: 907-465-1851 Fax: 907-465-3506 Email: jim.petropulos@alaska.gov
Ms. Betty Sorensen Grants Administrator 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3415 Fax: 907-271-1415 E-mail: bsorensen@denali.gov	Mr. Pete Christensen Capital Programs Manager P.O. Box 112500 Juneau, AK 99811-2500 Phone: 907-465-6988 Fax: 907-465-6984 Email: peter.christensen@alaska.gov
	Ms. Liz Balstad Federal Aid Manager, Acting P.O. Box 112500 Juneau, AK 99811-2500 Phone: 907-465-4060 Fax: 907-465-6984 Email: liz.balstad@alaska.gov